

Exeter Master Plan Update Steering Committee Meeting Meeting Summary



April 12, 2017

Attendance

Steering Committee Members

Lang Plumer (Chair)	Sean Sullivan	Gwen English	Ginny Raub
Jen Martel	Barry Sandberg	Loree Hazard	Peter Cameron
Pam Gjettum	Ian Smith	Maura Fay	Don Clement (for Julie Gilman)
Kathy Corson	Dan Chartrand		

Dave Sharples, Town Planner
Kristen Murphy, Natural Resources Planner
Russell Dean, Town Manager
Krista Moravec, Horsley Witten Group (HW)
Nate Kelly, HW

Review of Baseline Snapshots

Due to a miscommunication, materials were not distributed to the Steering Committee in advance of the meeting. They will be sent Thursday (4/13) and discussed at the next meeting. The Committee was asked to send their comments to Dave.

Second Public Workshop Proposal

HW presented their proposal for the second public workshop. The purpose would be to answer two questions: Are we on the right track from a policy perspective and what are some action items, responsibilities, timelines, etc.?

In an open house format, the public can drop by any time. Hours were proposed from 5 pm to 8 pm, and it was agreed to extend to 9 pm. No formal presentation or scheduled announcements would be done. Four to six topics would be presented. Because a large turnout is expected, two stations for each topic would be set up, for a total of eight to 12 stations. Each station would include an informational board and an input exercise. Handouts would be available. Attendees would most likely gravitate towards specific topics of interest, but a punch-card and raffle could encourage them to visit all the stations. They would have to provide feedback at each station and have their card punched to be entered into the raffle.

To add some visual interest, a "live feedback" screen is proposed. As participants provide feedback, their ideas would be presented on a screen, scrolling through the evening.

Sample exercises were provided to the group, but the specific input format would be determined by the topic and question asked.

Other items were to provide child care and light refreshments. The Committee could also think about entertainment.

HW would be able to provide eight staff persons. The Committee was invited to also participate at the topic stations, perhaps one HW person and one Committee member per station. The role of the staff person at each station would be to assist with the exercise and answer questions about the topic. Exercises will be designed to be self-explanatory.

The Committee discussed possible locations, including the high school, CMS, Town Hall, Main Street School, Lincoln Street School, and Talbot Gym. Factors considered were climate control, location of child care, and parking. Lincoln Street School and the high school appeared to be the best options, and Dave will visit each and report back to the group.

A tentative date of Wednesday, June 14, 2017 was set for the workshop.

HW will prepare more detailed logistics for the next meeting.

Master Plan Outline

Based on comments from the previous meeting and from Committee members afterwards, a revised outline was presented.

There was a question about the use of "Preserve" and "Support," and how they could be interpreted, particularly for open space where there may be opportunities to enhance usage of particular resources. "Preserve" should be focused on areas where limited to no change is anticipated, such as with historic resources or new preservation areas. "Maintain" and "Enhance" were also discussed as alternate language.

It was also suggested that a "tools" section be in each section. The outline only proposes it under "Preserve" and "Grow."

Next Steps

Action	Who	By When
Send Draft Baseline Snapshots to Committee	HW	4/13 (Done)
Doodle Poll for next meeting, week of 5/15	Dave	Before next meeting
Prepare a more detailed outline of second workshop	HW	Next meeting
Draft Master Plan material	HW	Next meeting